

**STUDENT SUPPORT - CONTACTS and REFERRAL PROCESSES**

<b>ROLE</b>	<b>FUNCTION</b>	<b>REFERRAL PROCESS</b>	<b>CONTACT</b>
<b>Guidance Department</b>	Planning and short-term interventions for academic, vocational, social/emotional well-being	No referral needed Contact via phone, email	Grade-level Guidance Counselor
	Respond to immediate social/emotional needs	Contact when students need in the moment social/emotional support	Grade-level Guidance Counselor <b>OR</b> Guidance Secretary x125
<b>School Adjustment Counselors, Director of Student Support</b>	On-going counseling support for referred students	Wellness Team Referral	School Adjustment Counselor
	Conduct crisis evaluations	Contact immediately via phone regarding suicide, self-harm or 51A concerns	Director of Student Support x260, Head of Guidance x127 or Guidance Secretary x125
<b>School Health Office</b>	Provide medical services	No referral needed Call ahead regarding appointment availability whenever possible	School Nurses x107 and x130
<b>Student Support Center</b>	Provide transitional, academic supports to students with long-term absences	Wellness Team Referral	Student Support Center Liaison x259 Director of Student Support x260

<b>GUIDANCE</b>		<b>STUDENT SUPPORT</b>		<b>SCHOOL HEALTH OFFICE</b>	
Staff	Extension	Staff	Extension	Staff	Extension
Scott O'Brien Head of Guidance	127	Dana Walsh Director, Student Support	260	Sarah Hickey, Nurse	130, 107
Karen Kennedy ,Gr. 9/10	142	Freya Messias, SAC	234	Monica Bourgette, Nurse	130, 107
David Casey, Gr. 9/10	123	Mary Ellen Bronner, SSW	206	Kerry Devine, Nurse Asst.	130, 107
Cassandra Fleury, Gr. 11/12	124	Kristen Keefe, SAC	235		
Kristian Johannesen, Gr. 11/12	155	Heidi Pontes, SAC	236		
		Maria Kostorizos, SSC Liaison	259		